# MARGARET SIMPSON

## PERSONAL DETAILS

**Name**
Margaret Simpson

**Address**
1010 Padre Blvd.
San Diego, California, 92111

**Phone number**
(681) 204 7100

**Email**
example@cvmaker.com

## SKILLS

- **Creative Problem Solving**
- **Conflict Resolution**
- **Time Management**
- **Multitasking**
- **Human Resources**
- **Organization**

Passionate and proven warehouse supervisor seeking to elevate my career and provide continued expertise by retaining the warehouse operations management position at Lumin8 3PL. Over five years of experience managing a highly diverse group of sales, inventory, shipping, and accounting team members in a warehouse environment. A proactive problem solver, detail-oriented, strong communicator, and with extensive experience with conflict resolution. Additional experience with cloud-based bookkeeping, human resources, payroll, inventory control, and employee consultations.

## WORK EXPERIENCE

### Warehouse Supervisor
Aug 2017

Lewis & Stevens, San Diego, California

Currently serving as the night supervisor for Lewis & Stevens, an eCommerce retailer of luxury ladies' accessories. Managing the day-to-day evening operations of a $21 million annual sales online retail store. Common duties and key accomplishments include:

- Managing a team of 26 sales, shipping and receiving, inventory control, and human resources employees.
- Implementing and overseeing company attendance, employment standards, safety, training, new hiring, and discipline.
- Communicating with delivery companies, vendors, suppliers, and accounts receivable with business partners.
- Successfully exceeded company standards for payroll percentage, sales, and workplace accidents for 18 consecutive months.

### Operations Manager
Jun 2015 - Jul 2017

Jacques Penroy, Oceanside, California

Served as Operations Manager for Jacques Penroy in Oceanside, California. Responsible for many daily, weekly, and monthly tasks, including:

- Managing new hiring, payroll, employee scheduling, human resources, customer service, accounts receivable, travel, and facilities, P&L, and inventory control.
- Communicating with corporate leadership, vendors, shipping agents, customers, and new product suppliers.
- Increased sales by 14 percent from FY 2015 till 2016, 24 percent YTD in 2017 before leaving the company in July 2017.
- Maintained a less than 0.5 percent shrink level in 2015, 2016, and 2017 - exceeding company goals by 0.2 percent each year.

## EDUCATION

### Bachelor's Degree - Business Administration
Sep 2011 - May 2015

University of San Diego, San Diego, California